



LOS ANGELES COUNTY WIA YOUTH BULLETIN

NUMBER: YTH02-D-10

SUBJECT: FINAL POLICY ON ASSESSMENT TOOLS
SKILL ATTAINMENT

DATE: 7-3-02

EFFECTIVE DATE: IMMEDIATELY

PAGE 1 of 1

TO: All Youth Service Providers

Purpose

The purpose of this bulletin is to notify all Youth Service Providers of the final policy on assessments and measuring younger youth skill attainment.

Background

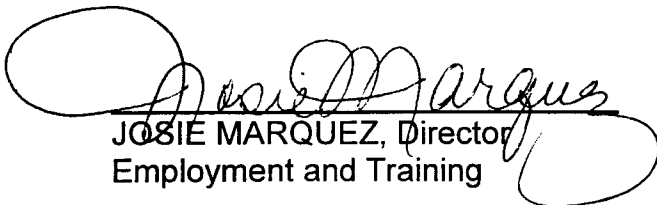
On June 13, 2002, the Youth Council met and approved the final policy for the listing of acceptable assessment tools and the younger youth skill attainment standards. The final policy is contained in the attached documents as Attachment A and Attachment B, respectively.

Attachment A contains a detail listing of the assessment tools available and acceptable for each given skill and areas of assessments required under the WIA Youth Program. Attachment B is the finalized handbook (version 6/18/02) providing an overview of the County WIB's policies and procedures for assessing and setting younger youth skills, and what constitutes an "attainment" of those skills goals.

Youth with Disabilities

Please note that the policy for assessing and measuring **skill attainment**, in addition to determining the **diploma rate**, for **youth with disabilities** are contained in the Skill Attainment Handbook (Attachment B, page 5). General assessment policies for youth with disabilities can also be referenced under WIA Youth Bulletin YTH01-13.

If you have any questions, please contact Ms. D.B. Quan at (213) 738-2624.


JOSIE MARQUEZ, Director
Employment and Training

Attachments

ATTACHMENT A

LOS ANGELES COUNTY WORKFORCE AREA



ASSESSMENT TOOLS CHART & GUIDELINES

INTRODUCTION

The following sets out the County's policy on acceptable assessment tools for the WIA Youth Program. The attached chart provides a working list of assessment tools that appropriately meet the WIA requirements for thorough and objective assessments of academic, skills levels, and/or service needs.

Applicability of Youth Employment Competencies (YEC)

Current law allows for the direct transferability of the Youth Employment Competencies (Basic Education Skills / Pre-employment and Work Maturity Skills / Job Specific Skills) established under JTPA into the Youth Skills Goals (Basic Skills / Work Readiness / Occupational Skills) under WIA.

The YEC assessment tools developed under JTPA to pre- and post- assess youth competencies were reviewed for their ability to objectively assess needs and measurably document progress and improvement. As they have been reviewed and approved by the prior Private Industry Council (PIC), it is the County's policy that youth service providers who are currently using YEC tools may continue to do so for assessment purposes.

INTEREST / APTITUDES

TOOLS (PROVIDERS)	INFORMATION
*Careerkey	www.careerkey.org
*Personality Mosaic	http://www.asd.k12.ak.us/homepages/ronorato/slp%20personality_awareness.html
CareerScope (Vocational Research Institute)	www.vri.org See also Training Employment Notice (TEN) No. 4-01
Holland's Self Directed Search (SDS) (Psychological Assessment Resources)	See also TEN No. 4-01
Kuder Career Search Assessment (National Career Assessment Services)	See also TEN No. 4-01
Myers-Briggs Type Indicator (MBTI) (Consulting Psychologists Press, Inc.)	See also TEN No. 4-01
Strong Interest Inventory (Consulting Psychologists Press, Inc.)	See also TEN No. 4-01
Differential Aptitude Tests (Harcourt Educational Measurement Customer Services)	See also TEN No. 4-01
Career Maturity Index (Careerware)	See also TEN No. 4-01
Harrington-O'Shea Career Decision-Making System (American Guidance Counselors)	See also TEN No. 4-01

* Free service

BASIC SKILLS

BASIC SKILLS AREA	ASSESSMENT TOOLS	
Reading & Math	CASAS TABE ABLE DOL-WLT ALT AFQT BOLT CAT CAPS	GATB ITBS MAT RJCST WRAT STAR Advantage BSI Wonderlic
Writing	CASAS TABE	
Speaking	Tool must have criterion reference standard with measurable pre-post test	
Listening	CASAS Life Skills Assessment - ABE	
Problem Solving, Reasoning, Decision Making	*Ansell –Casey Life Skills Assessment (ACLSA) (See also TEN No. 4-01)	
ESL	CASAS CASAS	
Life Skills	* Ansell –Casey Life Skills Assessment (ACLSA) (See also TEN No. 4-01)	
Approved Vendors for Basic Skills	CASAS Academic Innovations Fosters Assessment	

* Free service

WORK READINESS SKILLS

TOOLS (PROVIDER)	INFORMATION
Employability & Work Maturity (The Computer Learning Works, Inc.)	See also TEN No. 4-01
Approved Vendor for Work Readiness Skills	Academic Innovations

OCCUPATIONAL SKILLS

TOOLS (PROVIDER)	INFORMATION
AccuVision Workforce Readiness System (WRS) (Learning Resources, Inc.)	See also TEN No. 4-01
Apticom (Vocational Research Institute)	See also TEN No. 4-01

The listing of acceptable tools and/or vendors above is not intended to be an exhaustive list but an enabling guideline which allows for program flexibility and standardized quality. Please note that many skills area overlap and therefore a single tool can cover multiple skills area.